



To facilitate processing, please **fill and sign this form DIGITALLY.**

(Please do not print/scan.)

## Undergraduate Degree Audit Petition

(Arts & Sciences Dean's Office Only Form)

<b>School/College:</b>		<b>Advisor:</b>	
		<small>LAST</small>	<small>FIRST/PREFERRED</small>
<b>Name:</b>		<b>Date:</b>	
<small>LAST</small>	<small>FIRST/PREFERRED</small>		
<b>Baylor ID:</b>		<b>Expected Graduation Term:</b>	
<b>Email:</b>		<b>Phone:</b>	
<b>Degree:</b>		<b>Major:</b>	
<small>DEGREE CODE – MAX 4 CHAR.</small>	<small>MAJOR CODE – MAX 4 CHAR.</small>	<small>CONC. CODE – MAX 4 CHAR.</small>	
<b>Briefly state your petition:</b>			
<b>Advisor/Dept Support – STUDENTS DO NOT WRITE BELOW THIS LINE</b>			
<input type="checkbox"/> I support this petition <input type="checkbox"/> I do not support this petition Signature:		<input type="checkbox"/> I support this petition <input type="checkbox"/> I do not support this petition Signature:	
Please use Adobe Digital Signature – DO NOT check “lock” so that others can fill/sign as needed.			
<b>Please make the following changes to the student’s degree audit – DEAN’S OFFICE USE ONLY</b>			
<b>MODIFICATIONS</b>			
<input type="checkbox"/> <b>Course Substitution(s):</b>		<b>Sub(s)</b>	<b>Required Course(s)</b>
Use new line for each sub or multi-course sub. Specify level(s) for hr. adjustments (req, subreq, etc.).			<b>Related hr. adjustments</b>
<input type="checkbox"/> <b>Allow upper-level transfer after 90 hr.</b>		<b>Course(s):</b>	
<input type="checkbox"/> <b>Allow concurrent enrollment</b>		<b>Term:</b>	<b>Transfer Hrs.:</b>
<b>SPECIAL MODIFICATIONS</b>			
<input type="checkbox"/> <b>Waive Course/Requirement:</b>		<b>Ct./Hrs.</b>	
<input type="checkbox"/> <b>Requirement Modification(s) or Other Academic Adjustment(s):</b>			
<b>REASON FOR CHANGES:</b> (required for special mod)			
<input type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Not Approved</b> <b>Dean/Authorized Signature:</b>			
Please use Adobe Digital Signature – DO NOT check “lock” unless you are sure you are finished.			